

<b>Job Title:</b>	<b>Rigging Supervisor</b>
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<b>Job Purpose</b>	The Rigging Supervisor will be responsible for all rigging undertaken by the Company and for the action of the Riggers. In the absence of a Barge Supervisor, the Rigging Supervisor will undertake the responsibilities of the Barge Supervisor during pipelay operations (refer Barge Supervisor job description).
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<b>Reporting lines and interactions</b>	
Hierarchically reports to:	Offshore Construction Supervisor (OCS) / Barge Supervisor or Offshore Construction Manager (OCM)
Operationally reports to:	Offshore Construction Supervisor (OCS) / Barge Supervisor or Offshore Construction Manager (OCM)
Directly supervises:	Rigging personnel
Key interactions (internally, externally):	N/A

<b>Job Scope (budget, management, specific criteria):</b>
<ul style="list-style-type: none"><li>• That all rigging operations undertaken are in accordance with the safe working practice</li><li>• To act on the Offshore Construction Manager / Senior Offshore Construction Supervisor / Barge Foreman / Offshore Construction Supervisor's instructions during deck operations</li><li>• To maintain good communications and ensure the bridge / control are informed of the deck status at all times</li><li>• To assist the marine crew with the mooring of the vessel and other vessels/barges alongside</li><li>• To ensure the correct storage and maintenance of rigging equipment and to liaise with the Deck Coordinator regarding stock levels and the ordering of new items</li><li>• That all lifting rigging (shackles, slings, strips, etc.) are in good condition and are certified prior to being put in use</li><li>• That the deck is maintained in a safe manner and that all potential hazards, e.g. oil spill, cable run, small steel upstands (old seafastening) are either removed or safety controls put in place and maintained</li><li>• That clear, unambiguous directions are given to the Crane Driver during the movements of loads around the deck by the crane</li><li>• That the rigging crew is briefed on the workscope and that they are fully aware of any safety precautions to be observed. This includes performing Tool-Box Talks (TBT) where appropriate</li><li>• That equipment deployed subsea is rigged safely, adequately marked (light sticks etc.) and in a suitable manner to safely perform the task</li><li>• That all project rigging is colour coded</li><li>• That all project rigging is demobilised on project completion</li><li>• That any rigging that is defective or suspect of being defective is quarantined</li></ul>
<b>General activities:</b>
<ul style="list-style-type: none"><li>• Knowledge of logistical requirements and proactive involvement with project/vessel de-mobilisation and mobilisations</li></ul>

- Proactive involvement with development and production of work / dive plans
- Collating and organising relevant information that the team may require to undertake the task in hand

Understanding and proactive participation in the following:

- Tool box talks
- Job Hazard Analysis (JHA)
- Project / safety briefings
- Ensure that the plant and equipment being used meets all regulatory requirements

On completion of the project, the supervisor shall:

- Assist the Senior Offshore Construction Supervisor in project demobilisation as required
- Attend and actively participate in project debriefing session(s)

Procedural:

- Have an appreciation of relevant industry legislative requirements and guidance notes and ensure the team's compliance
- Have a good knowledge of Company safety management systems and ensure the team's compliance, in particular:
  - Permit to Work (PTW) system
  - Relevant operational and safety procedures
  - Vessel and system familiarisation format
  - Management of Change (MoC)
  - Be familiar with the work scope and inspect the same to ensure its compliance with the Company safety standards
  - Be familiar with any special procedures and/or equipment to be used for the work
  - Actively participate in procedural reviews
  - Determine and ensure the safe execution of the work scope
  - Ensure that any operation is covered by a risk assessment and that risk assessments are reviewed and updated when required

Personnel Management and Communication:

- Provide decision making, leadership and assertiveness, as team leader, to effectively manage the personnel under his/her direction and control
- Ensure that the team maintain the safety and security of the working environment
- Plan and ensure effective communications with the team
- Familiarise all deck personnel with the safe use of deck equipment
- Ensure an effective shift handover including any safe work procedure and explanation of current working conditions
- Maintain good inter-personal and communication skills with colleagues and Supervisors
- Assist the Senior Offshore Construction Supervisor in mobilisation, training, and familiarisation of personnel as required
- Liaise with all members of the proposed shift and the other Supervisors in order to achieve a smooth start to the project
- Liaise with the Senior Offshore Construction Supervisor and report any concerns about the operation immediately, whether this is a personal view or that of a member of the team
- Monitor the performance of the personnel on shift and encourage safe working practices
- Liaise with any sub-contractors, vessel crew and Project Engineers as appropriate

- Fulfil the role of Work Place Assessor (WPA) if qualified to do so
- To be familiar with the Company's Performance Appraisal Procedure ensuring annual appraisals are completed within the timeframes specified

To be familiar with the Company's key human resources policies and procedures and actively promote/support them in the work environment:

- Grievance
- Disciplinary
- Offshore harassment and bullying
- Construction crew training
- Career development
- Competence assurance scheme
- To assist and give guidance/help to new employees and trainees. To ensure other members of the team to use their knowledge and experience to train and advise new starts

#### Behavioural:

- Each individual is responsible for the performance of their duties in a safe and professional manner and for the well-being of colleagues. No action on the part of the individual should jeopardise either personal safety or that of those personnel associated with the work being performed
- Sound decision making skills appertaining to job function and responsibilities
- Professional attitude towards colleagues and willingness to perform work duties
- Be aware of the local environment and be alert for potential or actual dangers and communicate these to the appropriate people

#### Administration:

- Initiate and maintain relevant administration systems
- Maintain full, proper and legible records throughout the shift
- Emergency Response (ER):
- Report any emergency situations and assist with any critical situations
- Become fully conversant with the procedures to be used in the event of an emergency
- Participate in safety drills and meetings as required

#### Self-Development

- Review the Company's safety notices and Business Management System (BMS) on each occasion of joining the vessel
- Attend training courses and seminars as required by the Company

#### Competency (Staff Level 3)

##### *Change leadership*

The ability to energise and engage others during change and respond positively to change

##### *Commercial acumen*

The ability to draw on business and professional knowledge and concepts to exercise commercial judgement to maximise returns for the business including protection of our long terms relationship with clients and suppliers

#### *Communication*

The desire and ability to convey complex information in a way which is accessible to the audience

#### *Develop capability*

The drive to further the development and learning of others so as to meet future business needs based on an appropriate level of analysis

#### *Drive for results*

The drive to do things better to continually improve and compete against a standard of excellence

#### *Innovation*

The ability to challenge the status quo and to develop and put forward new and better ways of doing things

#### *Leader*

Provides clarity around Technip's strategic objectives, by demonstrating a real grasp of the business and communicating the direction to others. Commands respect rather than relying on position.

#### *Strategic thinker*

The drive to scan the external environment, assess the impact of external factors on Technip and identify potential change directions.

#### Technical:

- Refer to relevant Technip T-MOS Competence Assessment Portfolio

#### Personal Qualities:

- Decision maker
- Team orientated
- Lateral thinker
- Leadership qualities
- Strong organisational skills (including demonstrated ability to multi-task)
- Good presentation skills
- Self-motivated
- Professional
- Hard working
- Effective communicator
- Effective negotiation skills

#### Leadership Behaviours:

- Role model – setting an example
- Sound judgment which is thoughtful and action oriented
- Accountability, transparency and trust
- Understanding personnel and their needs
- Collaborating effectively to deliver results
- Planning and organising what has to be implemented
- Communicating what's to be achieved, and why
- Preparedness to take tough decisions

- Identifying priorities and remaining focused on outcomes
- Motivating others and acknowledging achievement
- Empowering and supporting others to build capability
- Showing loyalty and keeping commitments

**Typical background and experience required:**

## Must have:

- OPITO accredited Rigging Supervisory/advanced certification or equivalent
- OPITO accredited Rigging and Lifting certification or equivalent
- OPITO accredited Banksman Slinger certification or equivalent
- Valid offshore European survival certificate
- Valid offshore medical certificate

## Plus

- Good working knowledge of written and oral English language
- Good experience at a Supervisory level on offshore construction vessels
- Sound knowledge of good rigging and lifting practice
- Good understanding and working knowledge of current legislation and guidance
- Good understanding and working knowledge of Quality Health Safety & Environment (QHS&E) safety management systems
- Appreciation of general Information Technology (IT) methods with the required practical computer skills

## Nice to have:

- Lifting Operations and Lifting Equipment Regulations (LOLER)
- Lifting gear examiner
- Wire rope socketing
- Manual handling
- Working at height
- First Aid course
- Good understanding and working knowledge of the various positioning systems

**Main accountabilities:** N/A**Additional information:** N/A